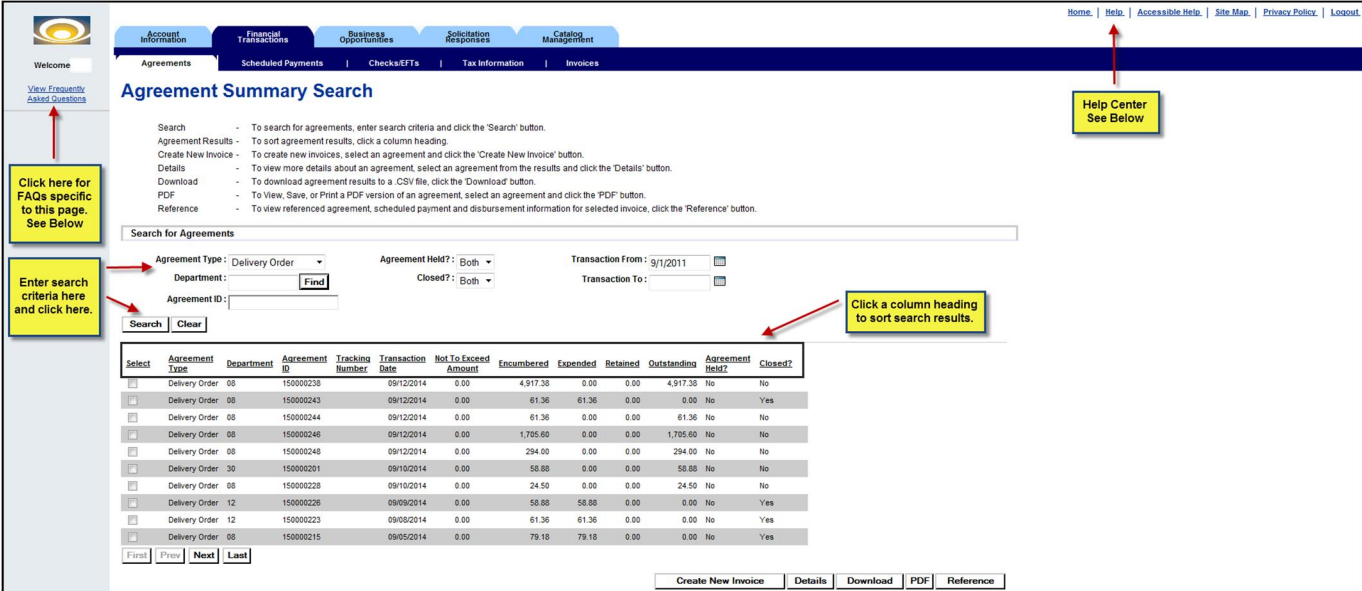


State of Alaska Vendor Self Service (VSS) Financial Transactions

This document provides information, descriptions of individual pages and functionality within each of the sub-tabs (Agreements, Scheduled Payments, Check/EFTs, Tax Information, and Invoices) for the “Financial Transactions” Tab.

For additional information you can use the “View Frequently Asked Questions” link (sample screen shots provided), the “Help” link at the top of each page or contact the Help Desk.

Agreements – This page displays the four agreement types: Contracts, Delivery Orders, Master Agreements, and Purchase Orders.



Agreement Summary Search

Search - To search for agreements, enter search criteria and click the 'Search' button.
 Agreement Results - To sort agreement results, click a column heading.
 Create New Invoice - To create new invoices, select an agreement and click the 'Create New Invoice' button.
 Details - To view more details about an agreement, select an agreement from the results and click the 'Details' button.
 Download - To download agreement results to a CSV file, click the 'Download' button.
 PDF - To view, Save, or Print a PDF version of an agreement, select an agreement and click the 'PDF' button.
 Reference - To view referenced agreement, scheduled payment and disbursement information for selected invoice, click the 'Reference' button.

Search for Agreements

Agreement Type: Agreement Held?: Transaction From:
 Department: Find Closed?: Transaction To:
 Agreement ID:

Search Clear

Select	Agreement Type	Department	Agreement ID	Tracking Number	Transaction Date	Not To Exceed Amount	Encumbered	Expended	Retained	Outstanding	Agreement Held?	Closed?
<input type="checkbox"/>	Delivery Order	08	150000235		09/12/2014	0.00	4,917.38	0.00	0.00	4,917.38	No	No
<input type="checkbox"/>	Delivery Order	08	150000243		09/12/2014	0.00	61.36	61.36	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	08	150000244		09/12/2014	0.00	61.36	0.00	0.00	61.36	No	No
<input type="checkbox"/>	Delivery Order	08	150000246		09/12/2014	0.00	1,705.60	0.00	0.00	1,705.60	No	No
<input type="checkbox"/>	Delivery Order	08	150000248		09/12/2014	0.00	294.00	0.00	0.00	294.00	No	No
<input type="checkbox"/>	Delivery Order	30	150000201		09/10/2014	0.00	58.88	0.00	0.00	58.88	No	No
<input type="checkbox"/>	Delivery Order	08	150000228		09/10/2014	0.00	24.50	0.00	0.00	24.50	No	No
<input type="checkbox"/>	Delivery Order	12	150000226		09/09/2014	0.00	58.88	58.88	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	12	150000223		09/06/2014	0.00	61.36	61.36	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	08	150000215		09/05/2014	0.00	79.18	79.18	0.00	0.00	No	Yes

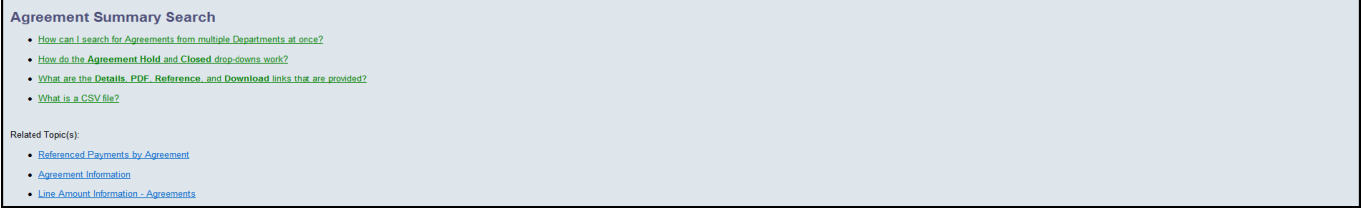
First Prev Next Last

Create New Invoice Details Download PDF Reference

Annotations:

- Click here for FAQs specific to this page. See Below
- Enter search criteria here and click here.
- Help Center See Below
- Click a column heading to sort search results.

FAQ page



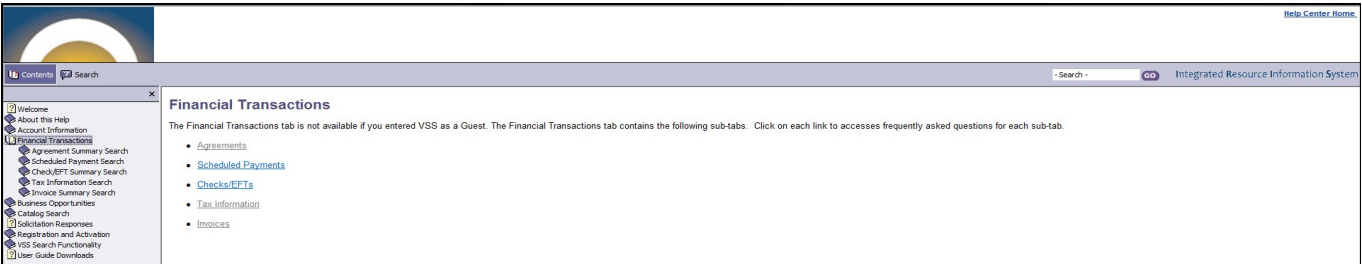
Agreement Summary Search

- How can I search for Agreements from multiple Departments at once?
- How do the Agreement Held and Closed drop-downs work?
- What are the Details, PDF, Reference, and Download links that are provided?
- What is a CSV file?

Related Topic(s):

- Referenced Payments by Agreement
- Agreement Information
- Line Amount Information - Agreements

Help Center



Financial Transactions

The Financial Transactions tab is not available if you entered VSS as a Guest. The Financial Transactions tab contains the following sub-tabs. Click on each link to access frequently asked questions for each sub-tab.

- Agreements
- Scheduled Payments
- Checks/EFTs
- Tax Information
- Invoices

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Integrated Resource Information System

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Agreements – Create New Invoice. You can only submit an invoice from an award document. (Contract, Delivery Order, Master Agreement, or Purchase Order)

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Agreement Summary Search

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Search for Agreements

Agreement Type: Delivery Order Agreement Held?: Both Transaction From: 9/1/2011
 Department: Find Closed?: Both Transaction To:
 Agreement ID:
 Search Clear

Select	Agreement Type	Department	Agreement ID	Tracking Number	Transaction Date	Not To Exceed Amount	Encumbered	Expended	Retained	Outstanding	Agreement Held?	Closed?
<input type="checkbox"/>	Delivery Order	08	150000238		09/12/2014	0.00	4,917.38	0.00	0.00	4,917.38	No	No
<input type="checkbox"/>	Delivery Order	08	150000243		09/12/2014	0.00	61.36	61.36	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	08	150000244		09/12/2014	0.00	61.36	0.00	0.00	61.36	No	No
<input type="checkbox"/>	Delivery Order	08	150000246		09/12/2014	0.00	1,705.60	0.00	0.00	1,705.60	No	No
<input type="checkbox"/>	Delivery Order	08	150000248		09/12/2014	0.00	294.00	0.00	0.00	294.00	No	No
<input type="checkbox"/>	Delivery Order	30	150000261		09/10/2014	0.00	58.88	0.00	0.00	58.88	No	No
<input checked="" type="checkbox"/>	Delivery Order	08	150000228		09/10/2014	0.00	24.50	0.00	0.00	24.50	No	No
<input type="checkbox"/>	Delivery Order	12	150000226		09/09/2014	0.00	58.88	58.88	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	12	150000223		09/08/2014	0.00	61.36	61.36	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	08	150000215		09/05/2014	0.00	79.18	79.18	0.00	0.00	No	Yes

First Prev Next Last

click here

Create New Invoice Details Download PDF Reference

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Invoice Information

1 Header Information 2 Line Information 3 Comments & Attachments 4 Invoice Summary

Cancel Invoice Go To Next Step

Vendor Name: Vendor Invoice Number: AON12345
 Agreement ID: 150000228 Invoice Amount: 24.50
 Invoice Date: 09/10/2014

Fill in invoice number and amount.

click here

Payment Address Information

Address ID: AON1 Find
 Street 1:
 Street 2:
 City: ANCHORAGE
 State/Province: AK
 Zip Code: 99503-4137
 Country: US

The address and contact information auto fill.

Contact Information

Contact ID: PC01 Find
 Contact Name:
 Contact Phone:
 Contact Phone Ext.:
 Contact Email:

Discount Information

Make No Changes to Discounts Inferred for this Invoice. Make Changes to Discounts for this Invoice. Apply No Discount for this Invoice

Number of Days 1: Discount Percent 1: Number of Days 2: Discount Percent 2: Number of Days 3: Discount Percent 3: Number of Days 4: Discount Percent 4:

A selection is required here.

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Invoice Summary

1 Header Information 2 Line Information 3 Comments & Attachments 4 Invoice Summary

Select All Invoice Lines Unselect All Invoice Lines Cancel Invoice Previous Go To Next Step

Line No	Description	Information for New Invoice	Information From Agreement	Comments (Optional)
1	CLOCKS, WATCHES, TIMEPIECES, JEWELRY AND PRECIOUS STONES	Quantity: 1.00000 Unit: EA Unit Price: \$16.66 Line Amount: \$16.66	Quantity: 1.00000 Unit: EA Unit Price: \$16.66 Line Amount: \$16.66 Ref Line Number: 1	Type comments here.
2	CLOCKS, WATCHES, TIMEPIECES, JEWELRY AND PRECIOUS STONES	Quantity: 1.00000 Unit: EA Unit Price: \$7.84 Line Amount: \$7.84	Quantity: 1.00000 Unit: EA Unit Price: \$7.84 Line Amount: \$7.84 Ref Line Number: 2	Type comments here.

Select All Invoice Lines Unselect All Invoice Lines Cancel Invoice Previous Go To Next Step

click here

Agreements – Create New Invoice continued.

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1 Header Information | 2 Line Information | 3 Comments & Attachments | 4 Invoice Summary

1 Header Information

Attach Your Files (Optional)
If you have files that you want to include as part of your invoice, click the 'Attach Files' button

[Attach Files](#)

Manage Your Attachments
The following attachments are currently part of your response. If you need to delete an attachment, click the delete button (X) next to the item you wish to delete.

	File Name	Date	User ID	Proprietary Flag
<input checked="" type="checkbox"/>	A Test Attachment File.docx	5/1/15	900618737	Standard

First Prev Next Last

Comments:

Cancel Invoice Previous Go To Next Step

Add files

Use this page to add attachments to your invoice. Click "Browse" to select a file. The maximum size allowed for a file is 30 MB.

File 1:	F:\A Test Attachment File.docx	Browse...	Type: Standard
File 2:		Browse...	Type: Standard
File 3:		Browse...	Type: Standard
File 4:		Browse...	Type: Standard
File 5:		Browse...	Type: Standard

Attach Files Cancel

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1 Header Information | 2 Line Information | 3 Comments & Attachments | 4 Invoice Summary

4 Invoice Summary

Cancel Invoice Previous **Submit Invoice**

Header Information

Vendor Name: Vendor Invoice Number : AGN12345
 Agreement ID : 150000228 Invoice Date : 05/15/2014
 Total Invoice Amount : 24.50 Comments :

Payment Address Information

Street 1:
 Street 2:
 City: ANCHORAGE
 State/Province: AK
 Zip Code: 99503-4137
 Country: US

Contact Information

Contact Name:
 Contact Phone:
 Contact Phone Ext.:
 Contact Email:

Discount Information

Number of Days 1: Discount Percent 1:
 Number of Days 2: Discount Percent 2:
 Number of Days 3: Discount Percent 3:
 Number of Days 4: Discount Percent 4:

Commodity Line	Description	Quantity	Unit	Unit Price	Service From	Service To	Total Line Amount	Comments (Optional)
1	CLOCKS, WATCHES, TIMEPIECES, JEWELRY AND PRECIOUS STONES	1.00000	EA	\$16.06			\$16.06	Type comments here.
2	CLOCKS, WATCHES, TIMEPIECES, JEWELRY AND PRECIOUS STONES	1.00000	EA	\$7.04			\$7.04	Type comments here.

File Name: A Test Attachment File.docx Proprietary Flag: Standard

Cancel Invoice Previous Submit Invoice

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Thank You!

Thank you for submitting your invoice.

Navigate to the 'Invoices' tab within 'Financial Transactions' to periodically check the status of your invoice. This will take you to the 'Invoice Summary Search' page where you can search for and select your desired invoice.

Click the 'Print' button to print a copy of your invoice.


Click the 'Close' button to return to the 'Agreements Summary Search' page.

When the 'Thank You' page is closed the system will take you back to the 'Agreement Summary Search' page where additional invoices can be entered.

Close Print

VSS – Financial Transactions

Agreements – Details for a particular award document.



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Search for Agreements

Agreement Type: Delivery Order Agreement Held?: Both Transaction From: 9/1/2011

Department: Closed?: Both Transaction To:


Agreement ID:

[Search](#) [Clear](#)

Select	Agreement Type	Department	Agreement ID	Tracking Number	Transaction Date	Not To Exceed Amount	Encumbered	Expended	Retained	Outstanding	Agreement Held?	Closed?
<input type="checkbox"/>	Delivery Order	08	150000238		09/12/2014	0.00	4,917.38	0.00	0.00	4,917.38	No	No
<input type="checkbox"/>	Delivery Order	08	150000243		09/12/2014	0.00	61.36	61.36	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	08	150000244		09/12/2014	0.00	61.36	0.00	0.00	61.36	No	No
<input type="checkbox"/>	Delivery Order	08	150000246		09/12/2014	0.00	1,705.60	0.00	0.00	1,705.60	No	No
<input type="checkbox"/>	Delivery Order	08	150000248		09/12/2014	0.00	294.00	0.00	0.00	294.00	No	No
<input type="checkbox"/>	Delivery Order	30	150000201		09/10/2014	0.00	58.88	0.00	0.00	58.88	No	No
<input checked="" type="checkbox"/>	Delivery Order	08	150000228		09/10/2014	0.00	24.50	0.00	0.00	24.50	No	No
<input type="checkbox"/>	Delivery Order	12	150000226		09/09/2014	0.00	58.88	58.88	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	12	150000223		09/08/2014	0.00	61.36	61.36	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	08	150000215		09/05/2014	0.00	79.18	79.18	0.00	0.00	No	Yes

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Agreement Type: Delivery Order Agreement Held?: Both Transaction From: 9/1/2011

Department: Closed?: Both Transaction To:

Agreement ID:

[Search](#) [Clear](#)

Select	Agreement Type	Department	Agreement ID	Tracking Number	Transaction Date	Not To Exceed Amount	Encumbered	Expended	Retained	Outstanding	Agreement Held?	Closed?
<input type="checkbox"/>	Delivery Order	08	150000238		09/12/2014	0.00	4,917.38	0.00	0.00	4,917.38	No	No
<input type="checkbox"/>	Delivery Order	08	150000243		09/12/2014	0.00	61.36	61.36	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	08	150000244		09/12/2014	0.00	61.36	0.00	0.00	61.36	No	No
<input type="checkbox"/>	Delivery Order	08	150000246		09/12/2014	0.00	1,705.60	0.00	0.00	1,705.60	No	No
<input type="checkbox"/>	Delivery Order	08	150000248		09/12/2014	0.00	294.00	0.00	0.00	294.00	No	No
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<input checked="" type="checkbox"/>	Delivery Order	08	150000228		09/10/2014	0.00	24.50	0.00	0.00	24.50	No	No
<input type="checkbox"/>	Delivery Order	12	150000226		09/09/2014	0.00	58.88	58.88	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	12	150000223		09/08/2014	0.00	61.36	61.36	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	08	150000215		09/05/2014	0.00	79.18	79.18	0.00	0.00	No	Yes

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Agreement ID
 Agreement Type: Delivery Order
 Agreement ID: DO 08 150000228 [Reference PDF](#)

Vendor Information

Vendor Name: Contact:
 Alias/DBA: Contact Phone:
 Address Code: AD01
 Address: ANCHORAGE, AK 99503-4137

Agreement Details

Tracking Number: Not To Exceed Amount: 0.00
 Acceptance Date: 09/10/2014 Encumbered: 24.50
 Agreement Start Date: Expended: 0.00
 Agreement End Date: Retained: 0.00
 Closed?: No Outstanding: 24.50
 Closed Date: Contract Description: Watches for watchers
 Agreement Held?: No

Primary Agreement Shipping and Billing Information

Shipping Information

Location Name: Juneau - DBS
 Shipping Street 1: 150 Third Street
 Shipping Street 2: Room 217
 Shipping City: Juneau
 Shipping State/Province: AK
 Shipping Zip/Postal Code: 99801
 Delivery Date: 05/06/2015

Billing Information

Location Name: Juneau - ASD
 Billing Street 1: 333 Willoughby Avenue
 Billing Street 2: 9th Floor State Office Building
 Billing City: Juneau
 Billing State/Province: AK
 Billing Zip/Postal Code: 99801

Buyer's Information


Buyer: 08super user
 Buyer Phone:

Commodity Line Information

Line	Line Type	Commodity Code	Commodity Description	Quantity	Unit Cost	Service Line Amount	Total Cost	Ship To: Bill To:	Additional Details
1	Item	195	Casio Model AE100DW-1B	1.00000	16.600000	0.00	16.66	Ship To: Bill To:	Additional Details
2	Item	195	Casio Model M024-7E	1.00000	7.840000	0.00	7.84	Ship To: Bill To:	Additional Details

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Agreements – Download a spreadsheet summarizing your awards.



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Department: Closed?: Both Transaction To:

Agreement ID:

[Search](#) [Clear](#)


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<input type="checkbox"/>	Delivery Order	08	150000238		09/12/2014	0.00	4,917.38	0.00	0.00	4,917.38	No	No
<input type="checkbox"/>	Delivery Order	08	150000243		09/12/2014	0.00	61.36	61.36	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	08	150000244		09/12/2014	0.00	61.36	0.00	0.00	61.36	No	No
<input type="checkbox"/>	Delivery Order	08	150000246		09/12/2014	0.00	1,705.60	0.00	0.00	1,705.60	No	No
<input type="checkbox"/>	Delivery Order	08	150000248		09/12/2014	0.00	294.00	0.00	0.00	294.00	No	No
<input type="checkbox"/>	Delivery Order	30	150000201		09/10/2014	0.00	58.88	0.00	0.00	58.88	No	No
<input checked="" type="checkbox"/>	Delivery Order	08	150000228		09/10/2014	0.00	24.50	0.00	0.00	24.50	No	No
<input type="checkbox"/>	Delivery Order	12	150000226		09/09/2014	0.00	58.88	58.88	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	12	150000223		09/08/2014	0.00	61.36	61.36	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	08	150000215		09/05/2014	0.00	79.18	79.18	0.00	0.00	No	Yes

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[Reference](#)

#	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Agreement Type	Department	Agreement ID	Tracking #	Transaction Date	Not to Exceed Amount	Encumbered	Expended	Retained	Outstanding	Agreement Start Date	Agreement End Date	Closed Date	Buyer Name	Buyer Phone	Agreement Description
2	2	8	150000238		9/12/2014	0	4917.38	0	0	4917.38				Dan Seamount		Serve Office Supplies
3	2	8	150000243		9/12/2014	0	61.36	61.36	0	0			9/12/2014			KH CBPL Headphone Order
4	2	8	150000244		9/12/2014	0	61.36	0	0	61.36						lw headphone order
5	2	8	150000246		9/12/2014	0	1705.6	0	0	1705.6				Dan Seamount		May Supply Order
6	2	8	150000248		9/12/2014	0	294	0	0	294				08super user		May Supply Order
7	2	30	150000201		9/10/2014	0	58.88	0	0	58.88				08super user		TS Television Order
8	2	8	150000228		9/10/2014	0	24.5	0	0	24.5				08super user		Watches
9	2	12	150000226		9/9/2014	0	58.88	58.88	0	0			9/10/2014	08super user		Televisions br
10	2	12	150000223		9/8/2014	0	61.36	61.36	0	0			9/9/2014			Wireless Headphones Becky
11	2	8	150000215		9/5/2014	0	79.18	79.18	0	0			9/6/2014			mlmanning headphone order
12	2	30	150000214		9/4/2014	0	58.88	58.88	0	0			9/5/2014	08super user		SMN Television Order
13	2	5	150000196		9/3/2014	0	58.88	58.88	0	0			9/4/2014	Robert Roys		RR Television Order
14	2	30	150000210		9/3/2014	0	61.36	61.36	0	0			9/5/2014			smn headphone order
15	2	5	150000213		9/3/2014	0	61.36	61.36	0	0			9/4/2014			RR MEHS Headphones

Agreements – PDF copy of Notice of Award.



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Agreement Summary Search

Search - To search for agreements, enter search criteria and click the 'Search' button.
 Agreement Results - To sort agreement results, click a column heading.
 Create New Invoice - To create new invoices, select an agreement and click the 'Create New Invoice' button.
 Details - To view more details about an agreement, select an agreement from the results and click the 'Details' button.
 Download - To download agreement results to a CSV file, click the 'Download' button.
 PDF - To View, Save, or Print a PDF version of an agreement, select an agreement and click the 'PDF' button.
 Reference - To view referenced agreement, scheduled payment and disbursement information for selected invoice, click the 'Reference' button.

Search for Agreements

Agreement Type: Delivery Order Agreement Held?: Both Transaction From: 9/1/2011
 Department: Find Closed?: Both Transaction To:
 Agreement ID:

Search Clear

Select	Agreement Type	Department	Agreement ID	Tracking Number	Transaction Date	Not To Exceed Amount	Encumbered	Expended	Retained	Outstanding	Agreement Held?	Closed?
<input type="checkbox"/>	Delivery Order	08	150000238		09/12/2014	0.00	4,917.38	0.00	0.00	4,917.38	No	No
<input type="checkbox"/>	Delivery Order	08	150000243		09/12/2014	0.00	61.36	61.36	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	08	150000244		09/12/2014	0.00	61.36	0.00	0.00	61.36	No	No
<input type="checkbox"/>	Delivery Order	08	150000246		09/12/2014	0.00	1,705.60	0.00	0.00	1,705.60	No	No
<input type="checkbox"/>	Delivery Order	08	150000248		09/12/2014	0.00	294.00	0.00	0.00	294.00	No	No
<input type="checkbox"/>	Delivery Order	30	150000201		09/16/2014	0.00	58.88	0.00	0.00	58.88	No	No
<input checked="" type="checkbox"/>	Delivery Order	08	150000228		09/16/2014	0.00	24.50	0.00	0.00	24.50	No	No
<input type="checkbox"/>	Delivery Order	12	150000226		09/09/2014	0.00	58.88	58.88	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	12	150000223		09/08/2014	0.00	61.36	61.36	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	06	150000215		09/05/2014	0.00	79.18	79.18	0.00	0.00	No	Yes

First Prev Next Last

Create New Invoice Details Download PDF Reference

click here

Notice: This is not an official contract document. It may not be used as a replacement for the original one received.

State of Alaska
NOTICE OF AWARD
FINAL

AGREEMENT NUMBER: DO 08 150000228
MODIFICATION NUMBER:
PAGE: 1

VENDOR:
VENDOR NAME :
ALIAS/DBA:
CONTACT: FAX #

Contact Phone:

ANCHORAGE , AK 99503-4137

AGREEMENT TITLE:
TRACKING NUMBER:
DESCRIPTION: Watches
ORIGINAL START:
REVISED START:

ORIGINAL AMOUNT: \$24.50
REVISED AMOUNT: \$24.50
DISCOUNT AMOUNT: \$0.50
NOT TO EXCEED AMOUNT: \$0.00

SHIPPING LOCATION:

150 Third Street
Room 217
Juneau , AK 99801

Free On Board : F.O.B. final destination
Shipping Method :
Delivery Date : 5/6/2015

Buyer Information:

Name :
Phone Number :
Email:

Issuing Office :

Name:
Phone Number:
Email:

Requesting Office:

Name:
Phone Number:
Email:

BILLING LOCATION:

Procurement Section / Finance Sect
333 Willoughby Avenue
9th Floor State Office Building
Juneau , AK 99801

Agreements – Referenced Payments by award document.

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Agreement Summary Search

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Search for Agreements

Agreement Type: Delivery Order
Agreement Held?: Both
Transaction From: 9/1/2011

Department: Find
Closed?: Both
Transaction To:

Search Clear

Select	Agreement Type	Department	Agreement ID	Tracking Number	Transaction Date	Not To Exceed Amount	Encumbered	Expended	Retained	Outstanding	Agreement Held?	Closed?
<input type="checkbox"/>	Delivery Order	08	150000238		09/12/2014	0.00	4,917.38	0.00	0.00	4,917.38	No	No
<input type="checkbox"/>	Delivery Order	08	150000243		09/12/2014	0.00	61.36	61.36	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	08	150000244		09/12/2014	0.00	61.36	0.00	0.00	61.36	No	No
<input type="checkbox"/>	Delivery Order	08	150000246		09/12/2014	0.00	1,705.60	0.00	0.00	1,705.60	No	No
<input type="checkbox"/>	Delivery Order	08	150000248		09/12/2014	0.00	294.00	0.00	0.00	294.00	No	No
<input type="checkbox"/>	Delivery Order	30	150000201		09/10/2014	0.00	58.88	0.00	0.00	58.88	No	No
<input checked="" type="checkbox"/>	Delivery Order	08	150000228		09/10/2014	0.00	24.50	0.00	0.00	24.50	No	No
<input type="checkbox"/>	Delivery Order	12	150000226		09/09/2014	0.00	58.88	58.88	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	12	150000223		09/08/2014	0.00	61.36	61.36	0.00	0.00	No	Yes
<input type="checkbox"/>	Delivery Order	08	150000215		09/05/2014	0.00	79.18	79.18	0.00	0.00	No	Yes

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Create New Invoice Details Download PDF Reference

click here

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Agreement Summary Search > Agreement References

Referenced Payments by Agreement

This page displays payment request and disbursement information related to the agreement selected. Click 'Details' to view a summary of related transaction.

Agreement Information

Agreement ID: DO 08 150000228
Encumbered Amount: 24.50
Date: 09/10/2014 [View Details](#)

Scheduled Payment

Invoice Number	Invoice Line No.	Invoice Received	Payment Request ID	Status	Scheduled	Amount
First Prev Next Last						

Checks/EFTs

Invoice Number	Invoice Line No.	Invoice Received	Check/EFT Number	Payment ID	Status	Status Date	Amount
First Prev Next Last							

Scheduled Payments

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Agreements | **Scheduled Payments** | Checks/EFTs | Tax Information | Invoices

Scheduled Payment Search

Search - To search for scheduled payments for your invoices, enter search criteria and click the 'Search' button.
 Scheduled Payment Results - To sort scheduled payment results, click a column heading.
 Details - To view more details about a scheduled payment, select a payment from the results and then click the 'Details' button.
 References - To view referenced agreements information select a scheduled payment and click the 'Reference' button.
 Download - To download search results to a CSV file, click the 'Download' button.

Search for Scheduled Payments

Invoice Number: Payment Scheduled From: 9/1/2011 ☐
 Department: Find Payment Scheduled To:
 Payment Status:

Search Clear

Click a column heading to sort search results.

click here

Select	Invoice Number	Invoice Received	Department	Payment Request ID	Payment Status	Scheduled	Amount
<input checked="" type="checkbox"/>	INVGE08529		08	PRM 08 0000142	Scheduled	09/12/2014	61.36

First Prev Next Last

Details Download Reference

Scheduled Payments – Details for a particular payment.

Scheduled Payment Information

▼ **Payment Request ID**
 Payment Request ID: PRM 08 0000142 [Reference](#)

▼ **Vendor Information**
 Vendor Name: Assignee Name:
 Vendor DBA: Assignee DBA:
 Vendor Code: Assignee Vendor Code:
 Vendor Address: Assignee Address:
 ANCHORAGE AK 99503-4137

▼ **Payment Request Information**
 Type of Payment: PRM
 Total Scheduled Payment: 61.36
 Retained: 0.00
 Net Payment Amount: 61.36
 Payment Request Description:

▼ **Department Information**
 Department: Department of Commerce, Community and Economic Development
 Contact:
 Email:
 Phone:

Commodity Line Information

Line	Commodity Code	Commodity Description	Quantity	Unit Cost	Service Line Amount	Invoice No.	Invoice Line No.	Invoice Received	Total Line Amount	Payment Status	Scheduled Payment Date	Hold Reason	Hold Start Date	Additional Details
1	8034038	Wireless Headphones	2.00000	30.680100	0.00	INVGE08529	1		61.36	Scheduled	09/12/2014			

First Prev Next Last

[Reference](#)

Scheduled Payments – Download a spreadsheet summarizing your payments.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	Invoice Number	Invoice Received	Department	Department	Payment Request ID	Payment Status	Amount	Scheduled	Description	Reference Agreement ID	Retainage								
2	INVGE08529		8	Department of Commerce	PRM 08 0000142		1	61.36	9/12/2014	DO 08 150000243	0								
3																			
4																			

Scheduled Payments – Referenced Award Document by scheduled payment.

Referenced Agreements by Scheduled Payment

This page displays agreement information related to the Scheduled Payment Selected. Click 'Details' to view more information about the related transaction.

▼ **Payment Request Details**
 Payment Request ID: PRM 08 0000142 [View Details](#)

Agreement

Agreement ID	Tracking Number	Transaction Date	Not to Exceed Amount	Encumbered	Expended	Retained	Outstanding	Agreement Held?	Closed?	Payment Status	Payment Amount	Scheduled Payment Date	Details
DO 08 150000243		09/12/2014	61.36	61.36	61.36	0.00	0.00	No	Yes	Scheduled	61.36	09/12/2014	Details

First Prev Next Last

Checks/EFTs

Check/EFT Summary Search

Search - To search for Checks/EFTs, enter search criteria and click the 'Search' button.
 Results - To sort results, click a column heading.
 Details - To view more details about a payment, select a payment from the results and then click the 'Details' button.
 PDF - To view, Save, or Print a PDF version of an payment, select a payment and click the 'PDF' button.
 References - To view referenced agreement and scheduled payment information for selected Payment, and click the 'Reference' button.
 Download - To download the search results to a CSV file, click the 'Download' button.

Search for Checks/EFTs

Check/EFT Number: Payment From: 9/1/2011 ☐
 Check/EFT Status: Payment To: ☐

Click a column heading to sort search results.

Select	Status Date	Check/EFT Number	Payment ID	Check/EFT Status	Amount
<input type="checkbox"/>	05/06/2015	4270001920	EFT 02 EF150002095	Paid	150.18
<input type="checkbox"/>	05/06/2015	4280001926	EFT 02 EF150002058	Paid	120.24
<input checked="" type="checkbox"/>	05/06/2015	4300001937	EFT 02 EF150002090	Paid	242.96
<input type="checkbox"/>	05/06/2015	5010001954	EFT 02 EF150002116	Paid	120.24
<input type="checkbox"/>	05/06/2015	5040001959	EFT 02 EF150002144	Paid	79.18
<input type="checkbox"/>	04/28/2015	4160001886	EFT 02 EF150001929	Paid	1,705.60
<input type="checkbox"/>	04/28/2015	4170001892	EFT 02 EF150001939	Paid	777.68
<input type="checkbox"/>	04/28/2015	4230001904	EFT 02 EF150001996	Paid	306.80
<input type="checkbox"/>	04/13/2015	3180000557	EFT 02 EF150000577	Paid	363.20
<input type="checkbox"/>	04/13/2015	3190000561	EFT 02 EF150000587	Paid	238.00

click here

Checks/EFTs – Details for a particular payment.

Check/EFT Information

Use this page to get further information about the disbursement selected. Select the Additional Details link to view details on the payment line.

▼ **Check/EFT Information**
 Check/EFT Number : 4300001937 [Reference PDF](#)
 Payment ID : EFT 02 EF150002090
 Status Date : 05/06/2015
 Status : Paid

▼ **Vendor Information**
 Vendor Name : ANCHORAGE, AK 99503-4137
 Assignee Vendor Name :
 Assignee Alias/DBA :
 Vendor Code :
 Assignee Vendor Code :
 Vendor Address :
 Assignee Address :

▼ **Total Payment Allocation**
 Payment : 242.96
 Discount : 0.00
 Penalty : 0.00
 Interest : 0.00
 Backup Withholding : 0.00
 Contract Withholding : 0.00
 Retained : 0.00
 Intercepted : 0.00
 Default Intercept Fee : 0.00
 Supplementary Intercept Fee : 0.00
 Use Tax : 0.00
 Tax : 0.00
 Net Payment : 242.96

Payment Allocation by Line

Department	Invoice No.	Payment Line Amount	Net Payment Line Amount	Additional Details
Department of Commerce, Community and Economic Development	00005	61.36	61.36	Additional Details
Department of Education and Early Development	20140903	29.44	29.44	Additional Details
Department of Education and Early Development	20140903	29.44	29.44	Additional Details

Checks/EFTs – Download a spreadsheet summarizing your checks/EFTs.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
1	Status Date	Check/EFT Status	Payment ID	Check/EFT #	Amount	Department	Vendor Name	Payee	Backup W	Retained	Discounts	Intercepts	Contract V	Penalty	Interest	Default In	Suppleme	Use Tax	Tax	Net Paym	Dept. Con	Contact	Phone
2	5/6/2015	3	EFT 02 EF150002095	4270001920	150.18	Department of Law			0	0	0	0	0	0	0	0	0	0	0	0	150.18		
3	5/6/2015	3	EFT 02 EF150002058	4280001926	120.24	Department of Commerce, Community and Economic De			0	0	0	0	0	0	0	0	0	0	0	0	120.24		
4	5/6/2015	3	EFT 02 EF150002058	4280001926	120.24	Department of Revenue			0	0	0	0	0	0	0	0	0	0	0	0	120.24		
5	5/6/2015	3	EFT 02 EF150002090	4300001937	242.96	Department of Education and Early Development			0	0	0	0	0	0	0	0	0	0	0	0	242.96		
6	5/6/2015	3	EFT 02 EF150002090	4300001937	242.96	Legislature			0	0	0	0	0	0	0	0	0	0	0	0	242.96		
7	5/6/2015	3	EFT 02 EF150002090	4300001937	242.96	Department of Commerce, Community and Economic De			0	0	0	0	0	0	0	0	0	0	0	0	242.96		
8	5/6/2015	3	EFT 02 EF150002116	5010001954	120.24	Legislature			0	0	0	0	0	0	0	0	0	0	0	0	120.24		

Checks/EFTs – PDF copy of checks/EFTs.

Notice: This is not an official check or EFT notification. It may not be used as a substitute for the original document received.

State of Alaska
REMITTANCE ADVICE

CHECK/EFT No : 4300001937
 CHECK/EFT DATE : 9/4/2014

DOCUMENT ID #: EFT 02 EF150002090
 CHECK/EFT AMOUNT : 242.96
 AMOUNT INCLUDES FREIGHT AND/OR IS NET OF DISCOUNT

VENDOR CODE:
 VENDOR NAME:
 Alias/DBA :
 Assignee Name :
 Assignee Alias/DBA :

DEPARTMENT NAME	TELEPHONE NUMBER	VENDOR INV #	INVOICE AMOUNT	LINE AMOUNT	DESCRIPTION
Department of Commerce, Community and Economic Development		00005	61.36	61.36	
Department of Education and Early Development		20140903	29.44	29.44	
Department of Education and Early Development		20140903	29.44	29.44	

Checks/EFTs – Referenced Award Document by check/EFT.

Referenced Agreements by Check/EFT

This page displays agreement information related to the Check/EFT selected. Click 'Details' link to view more information about the related transaction.

▼ **Check/EFT Details**
 Check/EFT Number : 4300001937
 Payment ID : EFT 02 EF150002090
 Check/EFT Amount : 242.96
 Check/EFT Date : 09/04/2014 [View Details](#)

Agreement

Agreement ID	Tracking Number	Transaction Date	Not to Exceed Amount	Encumbered	Expended	Retained	Outstanding	Agreement Held?	Closed?
DO 05 150000196		09/03/2014	58.88	58.88	58.88	0.00	0.00	No	Yes
DO 05 150000213		09/03/2014	61.36	61.36	61.36	0.00	0.00	No	Yes

Tax Information – If you are 1099 reportable your tax information will be available here after the first full year.

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Tax Information Search

Use this page to search for Tax Forms which have been previously issued to you. Please direct any questions, regarding the accuracy of the Tax forms presented, to the appropriate agency.

Calendar Year:

Calendar Year Tax Type 1099-S Form Number Payer Name Amount Tax Summary Payments Tax Forms

Invoices

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View Frequently Asked Questions

Invoice Summary Search

Search - To search for invoices for your account, enter search criteria and click 'Search' button.
 Invoice Results - To sort invoice results, click a column heading.
 Create New Invoice - To create new invoices, click the 'Create New Invoice' button to navigate to the Agreement Summary Search page to select an Agreement to be invoiced.
 Details - Select an invoice from the invoice results and click the 'Details' button.
 Download - To download invoice results to a CSV file, click 'Download' button.
 PDF - To View, Save, or Print a PDF version of an invoice, select an invoice and click the 'PDF' button.
 Reference - To view referenced agreement, scheduled payment and disbursement information for selected invoice, click the 'Reference' button.

Search for Invoices

Invoice Number: Fully Paid?: Invoice From: 9/1/2011
 Total Invoice Amount: Invoice To:
 Invoice Status:
 Agreement ID:

Click a column heading to sort search results.

Select	Invoice Number	Invoice Date	Total Invoice Amount	Invoice Status	Total By Invoice Status	Invoice Transaction ID	Scheduled	Paid Amount	Fully Paid?
<input type="checkbox"/>	4654373	09/04/2014	\$58.88	Paid	\$29.44	IN 02 150000181	\$29.44	No	
<input checked="" type="checkbox"/>	4655887	08/21/2014	\$58.88	Paid	\$29.44	IN 02 150000135	\$29.44	No	
<input type="checkbox"/>	4656158	08/05/2014	\$58.88	Paid	\$29.44	IN 11 150000071	\$29.44	No	
<input type="checkbox"/>	4656790	09/09/2014	\$58.88	Paid	\$29.44	IN 12 150000186	\$29.44	No	
<input type="checkbox"/>	55599505	07/24/2014	\$58.88	Paid	\$29.44	IN 09 150000048	\$29.44	No	
<input type="checkbox"/>	9950512	07/22/2014	\$58.88	Paid	\$29.44	IN 09 150000030	\$29.44	No	
<input type="checkbox"/>	AGN12345	09/15/2014	\$24.50	Pending Approval	\$24.50	INVSS 08 0915140000000000000059	\$0.00	No	
<input type="checkbox"/>	B-2222	08/06/2014	\$58.88	Approved	\$58.88	IN 06 150000088	\$0.00	No	
<input type="checkbox"/>	GE0002244	08/28/2014	\$29.44	Pending Approval	\$29.44	INVSS 03 042315000000000000049	\$0.00	No	
<input type="checkbox"/>	GE0031315	07/18/2014	\$58.88	Paid	\$29.44	IN 02 150000020	\$29.44	No	

If you click "Create New Invoice" it will redirect you to the "Agreement Summary Search Page".

click here

Invoices – Details for a particular invoice.

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View Frequently Asked Questions

Invoice Information

Use this page to view information about the invoice selected.

PDF - To View, Save, or Print a PDF version of an invoice, select an invoice and click the PDF link.
 Reference - For selected invoice, click the Reference link.

Transaction Information

Transaction ID: IN 02 150000135 Vendor Invoice Number: 4655887
 Comments: ISS TELEVISION ORDER Invoice Amount: \$58.88
 Invoice Date: 08/21/2014 [Reference PDF](#)

Vendor Information

Discount Information

Attachment Information

Attachment Name Attachment Type

Line Information

Line No.	Description	Quantity	Unit	Unit Price	Service From Date	Service To Date	Total Line Amount	Amount Paid	Remaining Balance	Invoice Tracking	Comments
1	Flat Screen TV	1.00000	EA	\$29.4405	08/21/2014	08/21/2014	\$29.44	\$29.44	\$0.00		
2	LG LCD TV	1.00000	EA	\$29.4405	08/21/2014	08/21/2014	\$29.44	\$29.44	\$0.00		

Invoices – Download a spreadsheet summarizing your invoices.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
1	Invoice Number	Invoice Date	Total Invoice Amount	Invoice Status	Total By Invoice Status	Invoice Transaction ID	Scheduled	Paid Amount	Fully Paid?												
2	08 HALF	9/1/2014	29.44	6	29.44	INVSS 08 0901140000000000000051		0	3												
3	20140903	9/3/2014	58.88	3	29.44	IN 05 150000173		29.44	3												
4	2698666	8/6/2014	58.88	3	29.44	IN 10 150000087		29.44	3												
5	3188615	8/21/2014	58.88	3	29.44	IN 02 150000114		29.44	3												
6	3456789	7/28/2014	58.88	3	29.44	IN 25 150000060		29.44	3												
7	4650004	7/23/2014	58.88	3	29.44	IN 25 150000044		29.44	3												
8	4652591	9/1/2014	58.88	3	29.44	IN 08 150000151		29.44	3												

Invoices – PDF copy of invoice.

VENDOR INVOICE				PAGE:1			
VENDOR NAME : GEONORTH LLC				VENDOR INVOICE NUMBER : 4655687			
INVOICE DATE : 8/21/2014							
TOTAL INVOICE AMOUNT :\$58.88				COMMENTS : ISS TELEVISION ORDER			
PAYMENT ADDRESS INFORMATION :				CONTACT INFORMATION :			
Address Line 1 : 561 E 36TH AVE				Name : FAX # 677-1502			
Address Line 2 :				Phone : 907-677-1500			
City/State/Postal Code : ANCHORAGE AK 99503-4137				Phone Extension :			
Country : US				Email :			
Discount information:							
Number of Days 1:		Discount percent 1:					
Number of Days 2:		Discount percent 2:					
Number of Days 3:		Discount percent 3:					
Number of Days 4:		Discount percent 4:					
Line	Description	Quantity	Unit	UnitPrice	Service From	Service To	Line Amount
1	Flat Screen TV	1.00000	EA	29.44	8/21/2014	8/21/2014	29.44
2	LG LCD TV	1.00000	EA	29.44	8/21/2014	8/21/2014	29.44
ATTACHMENT INFORMATION		ATTACHMENT NAME		ATTACHMENT TYPE			

Invoices – Referenced transactions by invoice.

Referenced Transactions By Invoice																																		
Details - To view more details about a transaction, select a transaction and click 'Details' link next to the desired transaction.																																		
Transaction Information Transaction ID : 191 02 150000135 Vendor Invoice Number : 4655687 Invoice Amount : \$58.88 Details																																		
Agreement <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <thead> <tr> <th>Agreement ID</th> <th>Tracking Number</th> <th>Transaction Date</th> <th>Not to Exceed</th> <th>Encumbered</th> <th>Expended</th> <th>Retained</th> <th>Outstanding</th> <th>Agreement Held?</th> <th>Closed?</th> </tr> </thead> <tbody> <tr> <td>DO 02 150000175</td> <td></td> <td>08/21/2014</td> <td>58.88</td> <td>58.88</td> <td>58.88</td> <td></td> <td>0.00</td> <td>No</td> <td>No</td> </tr> </tbody> </table> <div style="text-align: right; font-size: x-small;"> First Prev Next Last </div>										Agreement ID	Tracking Number	Transaction Date	Not to Exceed	Encumbered	Expended	Retained	Outstanding	Agreement Held?	Closed?	DO 02 150000175		08/21/2014	58.88	58.88	58.88		0.00	No	No					
Agreement ID	Tracking Number	Transaction Date	Not to Exceed	Encumbered	Expended	Retained	Outstanding	Agreement Held?	Closed?																									
DO 02 150000175		08/21/2014	58.88	58.88	58.88		0.00	No	No																									
Scheduled Payment <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <thead> <tr> <th>Payment Request ID</th> <th>Status</th> <th>Scheduled</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <div style="text-align: right; font-size: x-small;"> First Prev Next Last </div>										Payment Request ID	Status	Scheduled	Amount																					
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